



ERICSON PUBLIC LIBRARY

AGENDA ERICSON PUBLIC LIBRARY BOARD OF TRUSTEES

Place: **LIBRARY MEETING ROOM**

Date: **June 16, 2025 5PM**

You may join the meeting via the internet. If you want to just listen to the meeting, please utilize the electronic method below:

Join Zoom Meeting

Topic: Ericson Public Library Board Meeting

Time: June 16, 2025 05:00 PM Central Time (US and Canada)

<https://us02web.zoom.us/j/88099850113?pwd=A2qM2eEPdCC407diZyNHsaH7GE3MBa.1>

Meeting ID: 880 9985 0113 Passcode: 252205

- A. Roll call & quorum
- B. Approve minutes of previous meeting
- C. Correspondence
- D. Public comments
- E. Director's Report
- F. Financial report and approval of warrants
- G. Committee Reports
- H. Old business
 - 1. FY26 salaries
- I. New business
 - 1. FY25 year-end bills
 - 2. Long-range planning session
- J. Adjournment

THE NEXT SCHEDULED BOARD MEETING: **Monday, July 21, 2025, 5PM**

The Board of Trustees of the Ericson Public Library met in regular session on Monday, May 19, 2025 at 5:00 p.m. at the library.

Those present were: Michael Carr, Lowell Davis, Heather Frese, Sue Gradoville, Barbara Louis, Rachel McKenny, and Barb Rardin. Absent: Levi Baber and Sarah Hurley. The meeting was called to order by Gradoville at 5:00 p.m. There was a quorum present.

The April 21, 2025 meeting minutes were presented by Williams. A motion to approve minutes was made by McKenny and seconded by Rardin, the motion carried unanimously.

The Director's report contained the following items for May 2025:

1. The circulation for April was 10,939. Computer usage was 630, Wi-fi usage was 1022 sessions and we had 1,904 visits to our website. The meeting rooms were reserved 74 times.
2. The library received a donation from the Boone Garden Club for \$100, a reimbursement for an ILL book (\$20) and reimbursement from the BooSt grant of \$223.69.
3. We unveiled our book bike and have decided that we will need some training! It is quite cumbersome and not like riding a real bike! Also have to store in temperature-controlled environment this winter, so will be looking for some options. More information to come. Our schedule is tentative; the route includes: Municipal band concerts, Farmers markets, Boone summer food program, Ledges & High school, Westhaven, Boone hospital, and McHose story walk. Will attend special events like Nights on the Green or Puffer based on the availability of volunteers and staff.
4. The library hosted the Directors Roundtable at the beginning of May for the State Library. We had approximately 26 Directors attend. The Director's Roundtable is a continuing education program that includes updates for Library Directors as well as time to discuss issues we are dealing with and best practices. It was a great session, which gave me some great resources to do more evaluation of library programs and services. Also provided me another route to track strategic planning activities if we want to go that route as well as disaster preparedness toolkits and compensation toolkits we can utilize. We ended with a library tour.
5. Ronda and I have both been approved as notaries however, we are waiting for our stamps. Once we have that we can begin advertising this service!
6. We are gearing up for some great programming this summer! Our Summer Reading Program does require quite a bit of volunteer assistance. As I have every year, I am putting together a list of volunteer times for our current list of volunteers and Friends volunteers to signup for. Volunteers do have to fill out an application and be approved as a volunteer. If you would like to join a list of volunteers, applications can be picked up at any desk. We keep these signed forms on file.

7. The library had coordinated mental health proclamations at the City Council meeting and Boone County Supervisors meeting this month. We want to continue to support our community in feeling more connected and supported. We are continuing our work on the Loneliness project and there will be more to come with programming. We are working on getting all the updates on the summer reading program out. The carnival will be June 2nd from 4-7. We have a lot of organizations participating, as well as inflatables, face painting, superheroes, mobile learning units and a lot of fun activities! This requires a lot of coordination and communication for a three hour program. Many thanks to Zach and our volunteers and of course our partners!
8. For specific programs we seek out donations or sponsorships, or receive community donations. For example, we have a long-standing donation from the Dutch Oven Bakery that every summer they provide a donut to our youth participating in the Summer Reading Program as an incentive. We also had Boone Bank sponsor the Adventure Pass program. With an increase in our programming and donations, we are going to start tracking this in a system so that we have records of the giving and what was provided. This is important information for the Director as well as the Board to have to acknowledge these donations as well provide thank yous and to have a better understanding of what is donated and by who. Some libraries do have policies on sponsorships and partnerships. It may be worth looking into adding. Whether we add a policy or not, I will periodically provide a list of this spreadsheet for the Board to review.
9. You may have noticed that the hotspots and computers have arrived! I will begin setting up the 11 hotspots and adding them to our system and Andy is working on getting the five computers updated with the software and deepfreeze. The computers will replace the ones on the north side of the building. They have been well-loved and utilized and our patrons are looking forward to faster equipment. We have young adults that have mentioned how slow they are, so they will be very happy with the upgrade!

Williams also mentioned the desk was sold. She also indicated she would be meeting with City Administrator Elmquist and asked if they would like any concerns, goals or training to be discussed. Salaries, budget and library accomplishments were something they wanted stressed. A motion to accept the Director's report was made by Davis and seconded by Carr and carried unanimously.

The financial reports for May were examined and filed. A motion approving the financial reports and payment of warrants was made by Frese and seconded by McKenny and carried unanimously.

No old business.

No new business. Williams did remind Trustees that the June meeting will be longer due to the strategic planning session.

The meeting was adjourned at 5:15 p.m. on a motion by Carr and seconded by McKenny and carried unanimously.

Respectfully submitted,

Jamie Williams, Director

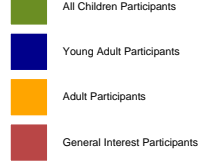
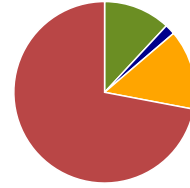
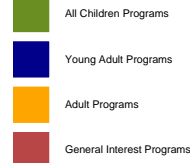
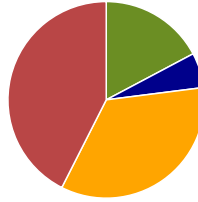
Ericson Public Library

July, 2024 - May, 2025

July

Overview

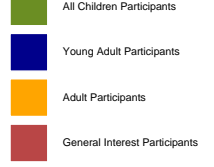
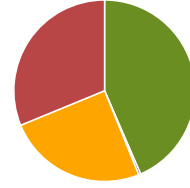
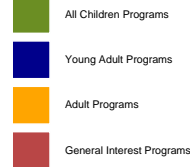
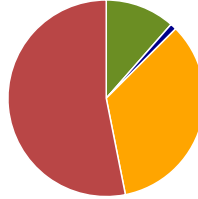
All Children Programs	15	17.24%	All Children Participants	266	11.91%
Young Adult Programs	5	5.75%	Young Adult Participants	41	1.84%
Adult Programs	30	34.48%	Adult Participants	318	14.24%
General Interest Programs	37	42.53%	General Interest Participants	1608	72.01%
Total Programs	87		Total Participants	2233	



August

Overview

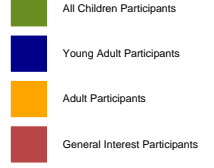
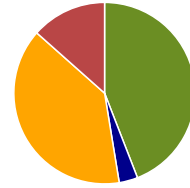
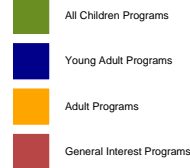
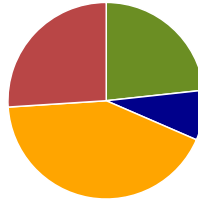
All Children Programs	11	11.46%	All Children Participants	485	43.5%
Young Adult Programs	1	1.04%	Young Adult Participants	4	0.36%
Adult Programs	33	34.38%	Adult Participants	278	24.93%
General Interest Programs	51	53.13%	General Interest Participants	348	31.21%
Total Programs	96		Total Participants	1115	



September

Overview

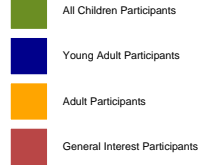
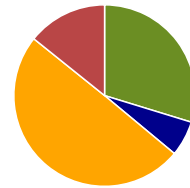
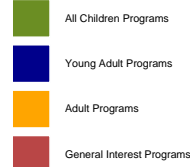
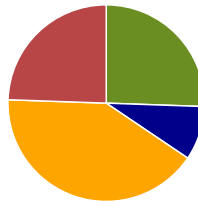
All Children Programs	17	23.29%	All Children Participants	571	44.09%
Young Adult Programs	6	8.22%	Young Adult Participants	43	3.32%
Adult Programs	31	42.47%	Adult Participants	507	39.15%
General Interest Programs	19	26.03%	General Interest Participants	174	13.44%
Total Programs	73		Total Participants	1295	



October

Overview

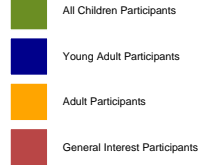
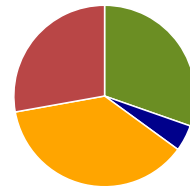
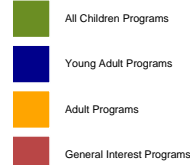
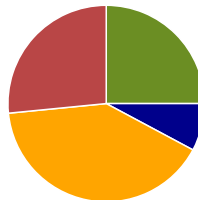
All Children Programs	23	25.56%	All Children Participants	397	29.74%
Young Adult Programs	8	8.89%	Young Adult Participants	84	6.29%
Adult Programs	37	41.11%	Adult Participants	664	49.74%
General Interest Programs	22	24.44%	General Interest Participants	190	14.23%
Total Programs	90		Total Participants	1335	



November

Overview

All Children Programs	16	25%	All Children Participants	299	30.36%
Young Adult Programs	5	7.81%	Young Adult Participants	46	4.67%
Adult Programs	26	40.63%	Adult Participants	366	37.16%
General Interest Programs	17	26.56%	General Interest Participants	274	27.82%
Total Programs	64		Total Participants	985	



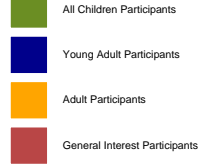
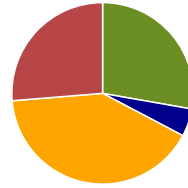
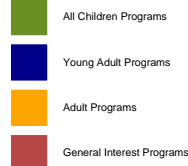
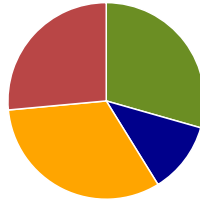
Ericson Public Library

July, 2024 - May, 2025

December

Overview

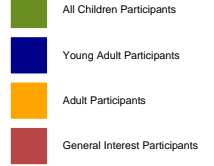
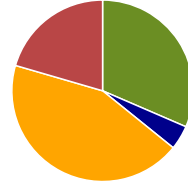
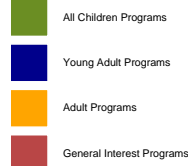
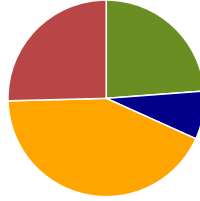
All Children Programs	20	29.41%	All Children Participants	359	27.76%
Young Adult Programs	8	11.76%	Young Adult Participants	64	4.95%
Adult Programs	22	32.35%	Adult Participants	530	40.99%
General Interest Programs	18	26.47%	General Interest Participants	340	26.3%
Total Programs	68		Total Participants	1293	



January

Overview

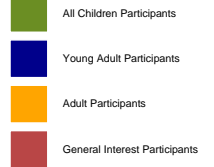
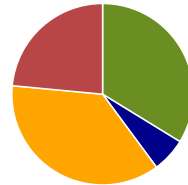
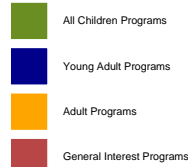
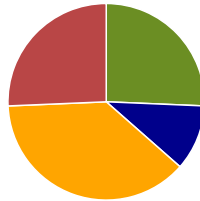
All Children Programs	15	23.81%	All Children Participants	255	31.48%
Young Adult Programs	5	7.94%	Young Adult Participants	35	4.32%
Adult Programs	27	42.86%	Adult Participants	354	43.7%
General Interest Programs	16	25.4%	General Interest Participants	166	20.49%
Total Programs	63		Total Participants	810	



February

Overview

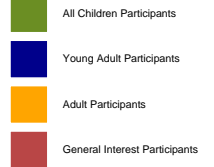
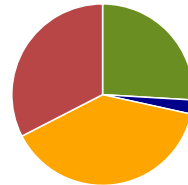
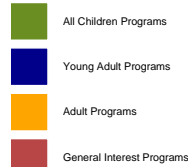
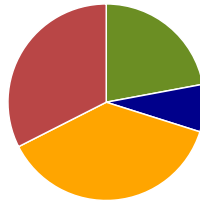
All Children Programs	19	25.68%	All Children Participants	270	33.75%
Young Adult Programs	8	10.81%	Young Adult Participants	49	6.13%
Adult Programs	28	37.84%	Adult Participants	293	36.63%
General Interest Programs	19	25.68%	General Interest Participants	188	23.5%
Total Programs	74		Total Participants	800	



March

Overview

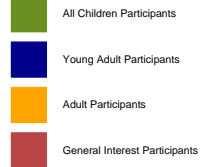
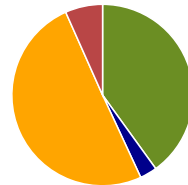
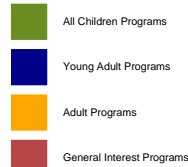
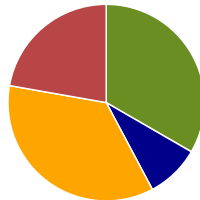
All Children Programs	17	22.08%	All Children Participants	322	25.95%
Young Adult Programs	6	7.79%	Young Adult Participants	31	2.5%
Adult Programs	29	37.66%	Adult Participants	484	39%
General Interest Programs	25	32.47%	General Interest Participants	404	32.55%
Total Programs	77		Total Participants	1241	



April

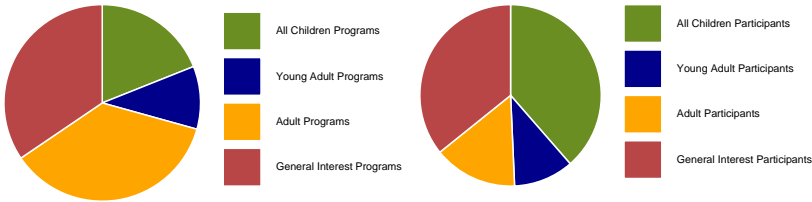
Overview

All Children Programs	30	33.33%	All Children Participants	643	40.04%
Young Adult Programs	8	8.89%	Young Adult Participants	49	3.05%
Adult Programs	32	35.56%	Adult Participants	807	50.25%
General Interest Programs	20	22.22%	General Interest Participants	107	6.66%
Total Programs	90		Total Participants	1606	



Ericson Public Library
July, 2024 - May, 2025

May					
Overview					
All Children Programs	11	18.97%	All Children Participants	137	38.59%
Young Adult Programs	6	10.34%	Young Adult Participants	38	10.7%
Adult Programs	21	36.21%	Adult Participants	53	14.93%
General Interest Programs	20	34.48%	General Interest Participants	127	35.77%
Total Programs	58		Total Participants	355	



Year in Review					
Overview					
All Children Programs	194	23.1%	All Children Participants	4004	30.64%
Young Adult Programs	66	7.86%	Young Adult Participants	484	3.7%
Adult Programs	316	37.62%	Adult Participants	4654	35.61%
General Interest Programs	264	31.43%	General Interest Participants	3926	30.04%
Total Programs	840		Total Participants	13068	

